

Subject: Re: 2018 Annual Planning Report & 2017-2018 Quarterly Reports et al.
From: Tara Devine <tara@venicebeachbid.com>
Date: 05/01/2018 05:31 PM
To: Rita Moreno <Rita.Moreno@lacity.org>
CC: Holly Wolcott <Holly.Wolcott@lacity.org>, Shannon Hoppes <shannon.hoppes@lacity.org>, Mark Sokol <mark@venicebeachbid.com>, Steve Heumann <steve@venicebeachbid.com>, Chad Molnar <chad.molnar@lacity.org>, Marcus Lieber <Marcus.Lieber@armaninollp.com>

We'll work on the APR changes asap.

Q1 2018 newsletter:

We've now completed a basic website with several current "updates" that are very much like newsletter pieces (we'll be adding another one about launch soon, too.) We'll be sending an email to our mailing list very shortly to tout the new website and its content.

Additionally, we are preparing a "launch" (snail) mailing for property owners that will go out closer to the middle of the month. I'll submit a copy of it to Rita as soon as it is finalized (still in development.)

We hope that the Clerk will look at those and consider if they cumulatively meet the Q1 2018 newsletter requirement (it's a lot more work/copy/info than a typical newsletter, and has similar content.)

We are also working on an HTML format newsletter in our Mailchimp program, but it will not be ready to go until the Q2 newsletter. That will be the newsletter format we use going forward.

On Tue, May 1, 2018, 2:16 PM Rita Moreno <rita.moreno@lacity.org> wrote:
Thanks, Tara. We have some corrections for you on the 2018 Annual Planning Report and I don't believe we have received the newsletter for the 1st quarter of 2018.

On Mon, Apr 30, 2018 at 6:16 PM, Tara Devine <tara@venicebeachbid.com> wrote:

All:

- 1) We have submitted our 2018 Annual Planning Report via the online portal. It was approved 8-0 by the Board of Directors on April 13, 2018.
- 2) Attached please find our Q1 2018 quarterly report (new, submitted on time)
- 3) Based on the comments we received from Rita via email on April 18,

2018, we have revised our Q2, Q3 and Q4 2017 quarterly reports - financials only. These are attached in a single file.

4) We added one member to our Board of Directors at our meeting on April 13, 2018. Attached is a revised board roster for your files.

5) We have a new, permanent phone number (landline) for the BID, although it will not be staffed until later this month. This will be the one-stop number for both the office and dispatch (clean and safe service calls.) I will email you when it is staffed. The 213 number is the one to keep using until I send a follow-up email. But it will be: **310-396-VBID** (310-396-8243).

6) I will let everyone know when we have an official launch date for clean and safe (we will launch later this month.) Please let me know if you have any questions.

Rita:

When your review is complete, kindly confirm that we are now current with all required reports. Thank you.

Warmest regards,
Tara

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Rita Moreno
City of Los Angeles
Office of the City Clerk
Neighborhood and Business Improvement District Division
200 N. Spring Street, 3rd Floor #395
Los Angeles, CA 90012
Office (213) 978-1122
Fax (213) 978-1079